



# THE CITY OF BRUNSWICK MARYLAND

1 WEST POTOMAC STREET · BRUNSWICK, MARYLAND 21716 · (301) 834-7500

## EXHIBIT A

### **DEVELOPMENT & ADMINISTRATIVE FEE SCHEDULE**

(Adopted 11/12/1996, Rev. 6/9/98, Rev. 7/22/2003, Rev. 11/10/03, Rev. 3/9/04, Rev. 4/10/07, Rev. 12/9/08, Rev. 10/27/09, Rev. 12/14/10, Rev. 5/13/14, Rev. 2/9/16, Rev. 1/23/18)

#### **DEVELOPMENT PUBLICATIONS:** [www.brunswickmd.gov](http://www.brunswickmd.gov)

|  |                  |
|--|------------------|
| Zoning Ordinance .....                     | Available Online |
| Subdivision Regulations.....               | Available Online |
| Master Plan .....                          | Available Online |
| Adequate Public Facilities Ordinance ..... | Available Online |
| Design Manual.....                         | Available Online |

#### **ADMINISTRATIVE SERVICES/APPLICATIONS:**

|  |                      |
|--|----------------------|
| Copies .....                             | \$ 0.25 (Per Page)   |
| Copies to be mailed/faxed.....           | \$ 2 (Per Page)      |
| Notary Service.....                      | \$ 4 (Per Signature) |
| Transportation Network Services Fee..... | \$ 0.25 (Per Trip)   |

#### **Zoning Certificates and Property Maintenance Inspection:**

- New Construction.....\$ 100
- Home Occupation/Non-Residential Occupancy.....\$ 50
- Accessory Structures/Additions/Renovations/Decks.....\$ 50
- Others (fences, walls, patios, Sidewalks, Driveways, Temporary Signs, Events, Dumpsters(Bag or Solid), Pods ) .....\$ 25

**Development & Administrative Fee Schedule**  
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Zoning/Development Letters/Certifications:

Processing.....\$ 100 + CFI

Recordation:

- A. Plats (Clerk of the Court) ..... Variable
- B. Print Fee (Frederick County)..... \$ 12
- C. Other Documents (Clerk of the Court) ..... Variable

Document Draft/Review:

- A. Public Works Agreements (review only) ..... \$ 200 + CFI
- B. Modified Public Works Agreement (under \$ 10K) .....\$ 100
- C. Homeowners Association Covenants (review only).....\$ 300 + CFI
- D. Deeds of Easement (Review only).....\$ 200 + CFI

**UTILITY SERVICES & APPLICATION FEES**

Settlement Services.....\$ 50  
(Account Transfer, Final Meter Read & Documentation to Attorney)

Service Restoration Fee – Voluntary  
Voluntary Service Turn Off/Turn On Fee.....\$ 50 Each Occurrence

Service Restoration Fee – Delinquent Account  
In order for service to be restored, the Service Restoration Fee must be paid in addition to All Delinquent Charges.....\$ 75 1<sup>st</sup> Time (Within 12 Months)  
\$100 2<sup>nd</sup> Time (Within 12 Months)  
\$125 3<sup>rd</sup> Time (Within 12 Months)  
Each Occurrence

**WATER & SEWER TAP REQUEST**

Water & Sewer Tap Applications (Per Lot)..... \$ 100

Water & Sewer Tap & Capacity Fees..... \$ 3,146 (Water)  
..... + 3,956 (Sewer)  
= \$7,102

(For more information, see Water & Sewer Rules & Regulations  
Ordinance No. 411 and Resolution 04-01, 3/9/04)

**Development & Administrative Fee Schedule**  
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Dwelling Unit Capacity Fee. \$79.80 per fixture unit

(Applied when a Dwelling Unit, as defined in the City of Brunswick Zoning Ordinance, is created from an addition or renovation to an existing Dwelling Unit. The fee will be calculated per new fixture unit added, above any existing fixture units, before the additions or renovations to an existing dwelling unit occurred)

**DEVELOPMENT SUBMISSIONS:**

Annexation Requests..... \$1,500 + \$ 20/Ac + CFI

Text Amendments ..... \$ 1,150 + CFI

Zoning/Master Plan:

Out-of-Sequence..... \$ 1,500 + \$20/Ac + CFI  
Master Plan Update Request..... \$ 100 + CFI

Modification and Extension Request (Per Item).....  
P&Z \$ 500  
CPW \$ 100  
CEC \$ 200 + CFI  
Total \$ 800 + CFI

PLANNED UNIT DEVELOPMENTS (Standard fees, Additional Consultant Review Fees may be required based on actual review cost):

Phase I..... P&Z \$ 1,500 + \$ 20/Ac.  
CPW \$ 100  
CEC \$ 500 + CFI  
Total \$ 2,100 = \$ 20/Ac. + CFI

Phase II..... P&Z \$2,000 + \$ 20/Ac.  
CPW \$ 100  
CEC \$ 500 + CFI  
Total \$2,600 + \$ 20/Ac. + CFI

Phase III..... See Prel. Plans & Final Plats

## **Development & Administrative Fee Schedule**

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#### **Subdivision Plat Submissions:**

|    |   |  |
|----|---|--|
| A. | Preliminary Plan.....                             | P&Z \$ 2,000 + \$5/ac + \$ 20/lot<br>CPW \$ 200<br><u>CEC \$ 750 + CFI</u><br>Total \$ 2,950 + \$5/Ac. +\$20/Lot + CFI |
| B. | Final Plat.....                                   | P&Z \$ 600 + \$20/Lot<br>CPW \$ 35/Lot<br><u>CEC \$ 100 + CFI</u><br>Total \$ 700 + \$55/Lot + CFI                     |
| C. | Preliminary/Final Plat.....                       | P&Z \$ 750 + \$ 25/Lot<br>CPW \$ 35/Lot<br><u>CEC \$ 250 + CFI</u><br>Total \$ 1,000 + \$60/Lot + CFI                  |
| D. | Correction Plat.....                              | P&Z \$ 550<br>CPW \$ 35/Lot<br><u>CEC \$ 150 + CFI</u><br>Total \$ 700 + \$35/Lot + CFI                                |
| E. | Addition Plat .....                               | P&Z \$ 550<br>CPW \$ 35/Parcel<br><u>CEC \$ 150 + CFI</u><br>Total \$ 700 + \$35/Parcel + CFI                          |
| F. | Resubdivision Plat.....                           | P&Z \$ 750<br>CPW \$ 35/Lot<br><u>CEC \$ 200 + CFI</u><br>Total \$ 950 + \$35/Lot + CFI                                |
| G. | Sketch/Concept Plans (Subdivision & Site Plan)... | P&Z \$ 500<br>CPW \$ 75<br><u>CEC \$ 100 + CFI</u><br>Total \$ 675 + CFI   |
| H. | Preliminary Plan Re-approval.....                 | P&Z \$ 800   |

#### **Site Plan Submissions:**

|    |                  |  |
|----|------------------|--|
| A. | Residential..... | P&Z \$ 1,000 + \$ 10/Unit<br>PW \$ 100 + \$ 35/Lot<br><u>CEC \$ 400 + CFI</u><br>Total \$ 1,500 + \$10/Unit + \$35/Lot + CFI |
|----|------------------|--|

**Development & Administrative Fee Schedule**  
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|    |   |  |
|----|---|--|
| B. | Non-residential.....                                | P&Z \$ 1,000 + \$ 75/Ac.<br>CPW \$ 100 + \$ 35/Lot<br><u>CEC \$ 400 + CFI</u><br>Total \$ 1500 + \$75/Ac. + \$35/Lot + CFI |
| C. | Resubmission/Revisions over 1000 s.f.....           | Original fees  |
| D. | Reapprovals.....                                    | P&Z \$ 300<br>CPW \$ 50<br><u>CEC \$ 100 + CFI</u><br>Total \$ 450 + CFI   |
| E. | Extension Request (Administrative Only).....        | P&Z \$100  |
| F. | Administrative Site Plan.....<br>(BPc not required) | P&Z \$ 200<br>CPW \$ 50<br><u>CEC \$ 100 + CFI</u><br>Total \$ 350 + CFI   |

Improvement Plan Submission (Improvement Plan, Site Development Plan, As-Built Plans, W&S transmission or collector lines, etc.):

Improvement Plan (Unless noted elsewhere)..... CPW \$ 250  
(If BPc required) .... P&Z \$ 250  
STAFF & CONSULTANT REVIEW ..... + \$250/page + CFI

Review fee for W&S facilities other than lines will be assessed at..... \$500/page

**BOARD OF APPEALS APPLICATION FEES:**

|                           |   |
|---------------------------|---|
| Variance.....             | P&Z \$ 500<br>CPW \$ 50<br>CEC \$ 50 + CFI<br><u>CAC \$ 125 + CFI</u><br>Total \$ 725 + CFI |
| Special Exception.....    | P&Z \$ 700<br>CPW \$ 50<br>CEC \$ 50 + CFI<br><u>CAC \$ 600 + CFI</u><br>Total \$1400+ CFI  |
| Administrative Error..... | P&Z \$ 300<br><u>CAC \$ 375 + CFI</u><br>Total \$ 675 + CFI                                 |

**Development & Administrative Fee Schedule**  
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**Adequate Public Facilities Ordinance:**

|               |  |
|---------------|--|
| Review: ..... | P&Z \$ 500<br>CPW \$ 50<br>CEC \$ 200 + CFI<br>CTC \$ 300 + CFI<br><u>CAC \$ 200</u> + CFI<br>Total \$1250 + CFI |
|---------------|--|

Amendment..... \$ 1200 + CFI + Advertising Costs

**PUBLIC WORKS PERMIT SUBMISSIONS**

**Driveway Entrance Permit Fees:**

Application..... \$ 50 + CFI

**Right-of-Way Obstruction Permit Fees:**

Application..... \$ 50 + CFI

**VACANT PROPERTY ORDINANCE FEES**

**License fees:**

**Initial Application..... \$ 250.00**

**First Annual Application Renewal..... \$ 500.00**

**Each Subsequent Annual Renewal.....\$ 1000.00**

**Inspection Fee..... \$ 75.00**

**Consultant Fees Invoiced (CFI): Any City Consultant time above the application base fee will be invoiced to the applicant to be paid prior to Final Approval by the City.**

**Note: The Consultant base fee will be deducted from the invoice and the applicant will be required to pay any difference prior to Final Approval by the City.**

**Note: Agency fees are for two reviews, each review after two requires an additional fee equal to half of the original fee.**

Adopted Resolution 03-06, Amended Resolution 03-09, Adopted Resolution 04-01, Adopted Resolution 07-03, Adopted Resolution 08-18 (12/09/08), Adopted Resolution 09-15 (8/25/09), Adopted Resolution 10-11 (11/23/10), Adopted Resolution 14-? (5/13/14), Adopted Resolution 16-? (2/9/16), Adopted Resolution 17-13 (1/23/18)